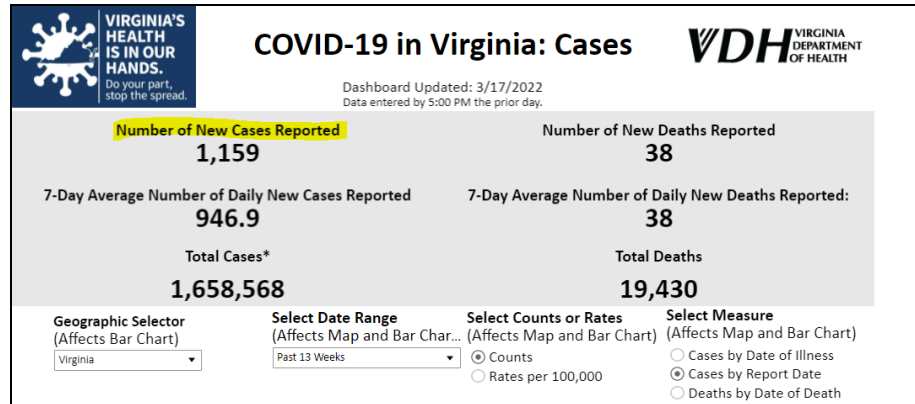**Finding Frequently Used COVID-19 Dashboard Metrics**
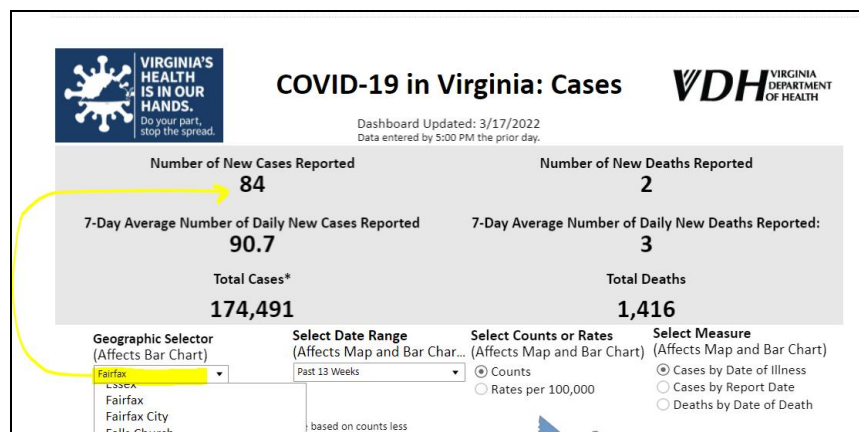**GUIDANCE DOCUMENT**

1. **How to Find New Cases for VIRGINIA on the Cases Dashboard**
   - Go to the Cases dashboard.
   - **Number of New Cases Reported** in the gray box is the number of new cases reported for Virginia in the past 24 hours. This is the default view.
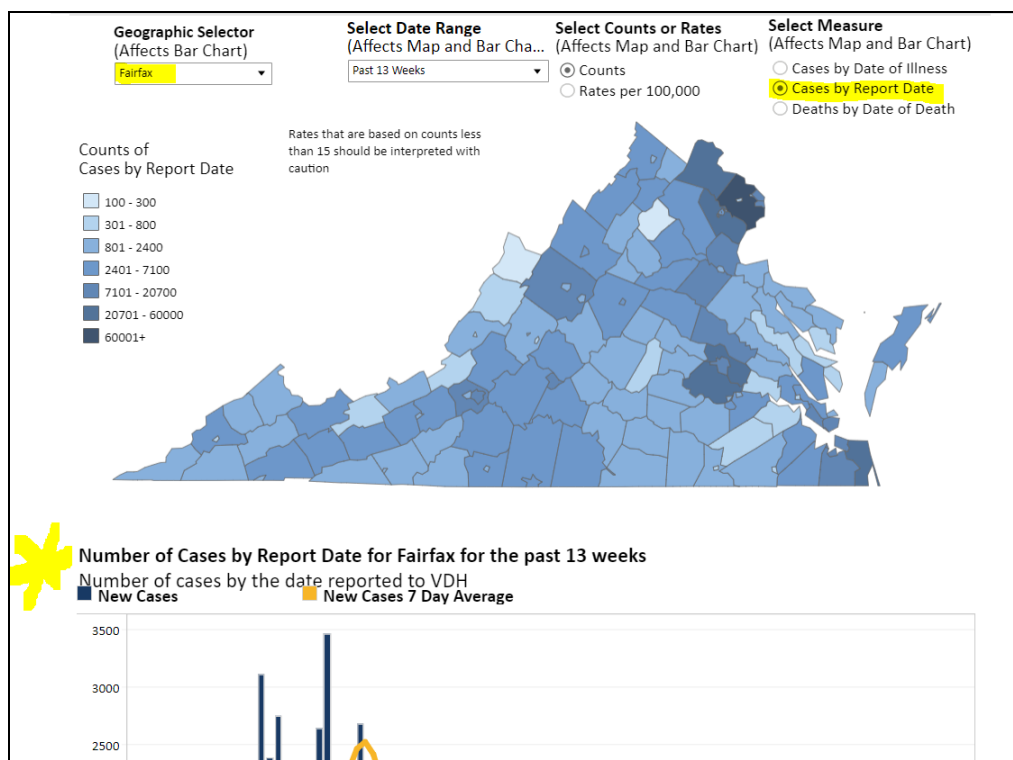

2. **How to Find New Cases for your Locality, District, or Region on the Cases Dashboard**
   - Go to the Cases dashboard.
   - Pick a geography from the **Geographic Selector** list. It is organized by Virginia (State), then Region, then District, then Locality (City/County). The list goes from larger to smaller areas. It is sorted alphabetically within each geography type.
   - The gray box will update with the number of new cases reported in the past 24 hours for the selected geography.

Updated: 3/23/2022

3. How to Find the Daily Graph of Cases by Locality (City/County)

- Go to the Cases dashboard.
- Click the button **Cases by Report Date** under 'Select Measure.'
- Search for your locality in the **Geographic Selector** drop-down.
- View the daily graph at the bottom of the page. The graph updates based on your selection.

4. How to Find the Data used by CDC COVID-19 Community Levels for a Locality (City/County)

- CDC provided new COVID-19 Community Levels guidance to measure COVID-19 burden on health and healthcare systems.
- This new guidance uses data from COVID-19 hospital admissions, hospital capacity, and COVID-19 cases within a community over the past 7 days.
  - COVID-19 Community Levels is updated by CDC on Thursdays. It uses data from the prior Thursday to the most recent Wednesday.
- CDC reports **new COVID-19 cases per 100,000 people in the past 7 days** as a total case rate.
  - This calculation uses **Cases by Report Date** for Virginia.
  - To see the total case rate for your city/county, click on the "Data Download (CSV)" button under the map on CDC's COVID-19 Community Levels page.
  - After downloading the CSV file, search for your city/county in Virginia.

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